

DISPOSITION OF USELESS EXECUTIVE PAPERS IN WAR
DEPARTMENT

MARCH 3, 1925.—Ordered to be printed

Mr. WASON, from the Committee on Disposition of Useless Executive
Papers, submitted the following

REPORT

[On the disposition of useless executive papers in the War Department]

The Joint Select Committee of the Senate and House of Representatives appointed on the part of the Senate and on the part of the House of Representatives, to which are referred the reports of the heads of departments, bureaus, etc., in respect to the accumulation therein of old and useless files of papers which are not needed or useful in the transaction of the current business therein, respectively, and have no permanent value or historical interest, with accompanying statements of the condition and character of such papers, respectfully report to the Senate and House of Representatives, pursuant to an act entitled "An act to authorize and provide for the disposition of useless papers in the executive departments," approved February 16, 1889, as follows:

Your committee have met and, by a subcommittee appointed by your committee, carefully and fully examined the said reports so referred to your committee and the statements of the condition and the character of such files and papers therein described, and we find and report that the files and papers described in the report of the War Department to the Sixty-eighth Congress, first session, dated June 4, 1924, are not needed in the transaction of the current business of such department and bureaus and have no permanent value or historical interest.

We recommend that, as required by law, the War Department sell as waste paper or otherwise dispose of such files of papers upon the best obtainable terms after due publication of notice inviting proposals therefor, and receive and pay the proceeds thereof into the Treasury of the United States, and make report thereof to Congress.

Respectfully submitted to the Senate and House of Representatives.

EDWARD H. WASON,

A. B. ROUSE,

Members on the part of the House.

J. W. WADSWORTH, Jr.,

DUNCAN U. FLETCHER,

Members on the part of the Senate.

WAR DEPARTMENT,
Washington, June 4, 1924.

The SPEAKER OF THE HOUSE OF REPRESENTATIVES.

SIR: In accordance with the requirements of the act of Congress entitled "An act to authorize and provide for the disposition of useless papers in the Executive departments," approved February 16, 1889, I have to report that there is in this department an accumulation of documents and files of papers which are not needed or useful in the transaction of the current business of the department and have no permanent value or historical interest, as shown in the statements submitted herewith.

Copies of these statements have been presented to the Librarian of Congress, in accordance with the Executive order of March 16, 1912, who reports that the files do not appear to have any historical value.

It is recommended that authority be granted for the disposition of the files mentioned.

A similar letter has been addressed to the President, pro tempore, of the Senate

Respectfully,

JOHN W. WEEKS, *Secretary of War.*

APRIL 2, 1924.

Memorandum for the Secretary of War.

In accordance with letter of February 29, 1924, calling for statement of such papers, books, documents, etc., as are not needed or useful in the transaction of current business, and have no permanent value or historical interest, the following-described papers are recommended for destruction under provisions of the act of Congress dated February 16, 1889:

- File No. 1423. Clippings military attachés, Mexico, prior to 1919.
- File No. 2633. Uralite and its uses, prior to 1919.
- File No. 2931. Making translations, prior to 1919.
- File No. 2994. Transmission of maps, prior to 1917.
- File No. 3009. Making of translations, prior to 1917.
- File No. 3011. Making of translations, prior to 1917.
- File No. 3017. Making of translations, prior to 1917.
- File No. 3054. Monograph on France, prior to 1919.
- File No. 3062. Lakes and rivers of Venezuela, prior to 1919.
- File No. 3076. Operations against Canada, prior to 1919.
- File No. 3113. Steel specifications, prior to 1919.
- File No. 3114. Duties of military attachés, prior to 1919.
- File No. 4091. Use of telescope and hydroscope in Russo-Japanese War, May 16, 1906.
- File No. 4100. Chinese Navy, April 5, 1906.
- Documents Nos. 1 to 4865, consisting of pre-war correspondence of the Military Intelligence Division, on the following subjects. All dated prior to 1917 unless otherwise stated:
 - File No. 2279. Officers' efficiency reports, prior to 1917.
 - File No. 3763. Officers volunteering to make translations.
 - File No. 1816. Correspondence with and concerning military attachés.
 - File No. 2706. Military attaché reports.
 - File No. 1954. Purchase of books, magazines, newspapers, etc.
 - File No. 1882. Military observers with foreign armies.
 - File No. 2280. Requests for information from Military Intelligence Division files.
- File No. 1882. Cooperation of State Department in obtaining military information.
- File No. 4228. Travel allowances for military attachés.
- File No. 1817. Exchange of information with foreign countries, prior to May 17, 1918.
- File No. 2537. Procurement of maps.
- File No. 2552. Detail of officers for progressive military map work.
- File No. 1174. Military Intelligence Division bulletins.
- Appointment of civilian personnel in the Military Intelligence Division.
- File No. 2570. Stationery for military attachés.
- File No. 2520. Purchase of foreign-made goods for the military service.
- File No. 2152. Codes and ciphers for use of military attachés.
- File No. 2024. Hire of civilian translators.

File No. 1578. Publication of translations.

File No. 1604. Military attachés authorized to correspond with consuls in foreign countries.

File No. 2538. Exchange of information with Navy Department.

File No. 2751. Instructions for military observers.

Nine files, Nos. 1584, 1622, 1643, 1707, 1842, 2289, 2678, 2890, and 4299, of those listed above contain data of historical interest and have been removed from the files and retained for use of the historical section.

Most of the other files contain only routine correspondence in regard to the procurement of data for particular purposes, and its distribution to those to whom intended.

For the Assistant Chief of Staff.

M. E. LOCKE,
Lieutenant Colonel, General Staff,
Executive Officer, G-2.

REPORT OF THE ADJUTANT GENERAL

Memorandum for the Secretary of War.

Referring to your memorandum of February 29, 1924, relative to the disposition of useless papers, following is a list of records on file in this office that are not needed or useful in the transaction of current business, and have no permanent value or historical interest:

Four hundred and seventeen volumes; copies of letters and indorsements, 1866-1906; 15 file boxes papers; returns of recruiting parties, 1866-1912.

These records pertain to the general and mounted recruiting services.

ROBERT C. DAVIS,
The Adjutant General.

MARCH 12, 1924.

REPORT OF THE INSPECTOR GENERAL

MARCH 18, 1924.

Memorandum for the Secretary of War.

In compliance with instructions contained in memorandum from the Secretary of War dated February 29, 1924, calling for statement of such papers, books, documents, and memoranda as are not needed or useful in the transaction of current business, and have no permanent value or historical interest, with a brief description of their character, the following is submitted:

1. Changes of station of troops, 1918-19. (File No. 370.5, miscellaneous.)
2. Lists of officers accepting commissions in the Regular Army, National Army, and Officers' Reserve Corps, 1918. (File No. 326, miscellaneous.)
3. Checking of equipment of troops for overseas service, 1918. (400 camps.)
4. Tables showing bed capacity in hospitals under the Surgeon General, 1918-1920. (File No. 632, bed capacity.)
5. Schedules of lectures at Army War College, 1922-23. (File No. 352, General Staff College.)
6. Schedules of sailing of transports, 1921-1923. (File No. 575.1, miscellaneous.)
7. Monthly strength reports of troops issued by The Adjutant General of the Army, 1919-1923. (File No. 320.2, strength report.)

H. O. WILLIAMS,
Acting the Inspector General.

REPORT OF THE QUARTERMASTER GENERAL

MARCH 26, 1924.

[Memorandum]

Subject: Destruction of useless papers.

To: Assistant and chief clerk, War Department.

1. In compliance with your memorandum of February 29, 1924, addressed to chiefs of bureaus and services in connection with disposition of useless papers in the executive departments, a list, in triplicate, of records stored at Fort Myer, Va., awaiting disposition, is forwarded herewith.

For the Quartermaster General:

D. K. MITCHELL, *Assistant.*

List of records stored at Fort Myer for destruction. These records are from the files of the office of the Quartermaster General, office chief Motor Transport Corps, and office Director of Purchase, Storage and Traffic.

Fourteen boxes of monthly strength reports of civilian employees in the Quartermaster Corps for the period prior to January 1, 1923, filed under 230.38. Box Nos. 1263 to 1266, both inclusive.

One box all daily reports of changes in personnel in District of Columbia. File 230.84. Box No. 1267.

Thirty-two boxes of inventories taken in 1918 and 1919 of material on hand at various depots. File 142.1. Box Nos. 1148, 69, 70, 72, 75, 77, 79, 80, 84, 87, 93, 94, 97, 99, 1201, 2, 3, 5, 6, 16, 17, 18, 19, 22, 24, 25, 26, 27, 28, 29, 30, 32.

Twenty-eight boxes of statements from manufacturers of undelivered balances on contract and material and equipment on hand in 1918 and 1919. File 142.1. Box Nos. 1173, 74, 78, 81, 82, 83, 85, 86, 89, 90, 91, 95, 96, 98, 1200, 1204, 07, 09, 10, 11, 12, 13, 14, 15, 20, 21, 23, 31.

Fifty-seven and one-half of correspondence relative to the responsibility and standing of bidders in 1919 (this is known as bidders' file). File 400.1551. Box Nos. 1001, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 21, 22, 23, 24, 91, 92, 95, 1101, 4, 6, 7, 8, 11, 12, 13, 14, 17, 22, 23, 24, 25, 26, 27, 28, 29, 30, 1, 2, 3, 4, 5, 6, 7, 8, 9, 40, 1, 2, 7, 8, 9, 50.

Eleven and seven-twelfths boxes of copies of telegrams sent out by the office Quartermaster General in 1918 and 1919. File 311.21. Box Nos. 1039, 82, 84, 85, 86, 88, 89, 90, 98, 1103, 16, 19, 52, 55, 71.

Seventeen and seven-twelfths boxes of applications for induction into the Motor Transport Corps. File 201 (Motor Transport Corps). Box Nos. 1029, 33, 38, 40, 41, 42, 43, 44, 49, 51, 52, 53, 54, 55, 56, 63, 64, 1105, 09, 10.

Twenty-seven boxes of miscellaneous copies of purchase orders for 1918 and 1919. File 400.138. Box Nos. 1233, 4, 5, 7, 8, 9, 40, 41, 2, 3, 4, 5, 6, 7, 8, 50, 1, 2, 3, 5, 6, 7, 8, 9, 60, 1, 2.

Two and one-half boxes of correspondence regarding sale of motor equipment in 1919. Files 451.1-7, 451.3-7, 451.2-7. Box Nos. 1040, 1045, and 1059.

Five-sixths box of applications for commissions in the Quartermaster Corps for motor transport duty. File 201. Parts of boxes 1039 and 1041.

Four boxes of consolidated report of motor vehicles for 1917, 1918, and 1919. File 310.1. Box Nos. 1025, 1030, 1031, and 1036.

Six boxes of reports of motor vehicles on hand for 1917 and 1918. File 319.1. Box Nos. 1017, 1018, 1027, 1028, 1032, and 1042.

Three boxes of reports on overseas freight in transit in 1918 and 1919. Box Nos. 1019, 1920, and 1061.

One box of daily time sheets, Motor Transport Service for 1918. File 201. Box No. 1102.

One box of correspondence regarding violation of shipping instructions in 1919. Box No. 1236.

One box of correspondence regarding vehicles for horse transportation in 1918 and 1919. File 451. Box No. 1047.

One box of correspondence regarding specifications for iron and steel motors, 1918. File 451. Box No. 1037.

One box of specifications of current models, motor cars, for 1918. File 319.1. Box No. 1035.

Three boxes of packing lists, supply branch, for 1919. File 569.4. Box Nos. 1067, 1068, and 1069.

One box of packing lists, supply branch manifests, for 1919. File 569.4. Box for No. 1066.

Seven boxes of shipping tickets for 1919, 1920, and 1921. File 552.02. Box Nos. 1073, 1075, 1076, 1079, 1080, 1081, and 1110.

One-fourth box of bills of lading for 1918. File 552.2. Box No. 1116.

One-half box of Government bills of lading, for 1918. File 552.02. Box No. 1122.

One and one-half boxes of shipping orders, for 1918. File 552.2. Box Nos. 1144, and 1145.

One box of receiving reports for 1919. File 142.1. Box No. 1188.

One box of monthly stock reports, supply division, ordnance branch, for 1920. File 400.291. Box No. 1156.

One box of changes for Quartermaster Manual for 1919. Box No. 1094.

One-fourth box of circulars No. 271 for 1919. File 300.5. Box No. 1110.

One-half box War Department circulars for 1919. File 300.5. Box No. 1097.

One box of reports freight shipped, transported, and docked for 1919. File 569.4. Box No. 1062.

One box of reports "shipment records" for 1918. Box No. 1166.

One box of correspondence requisitions and authorizations for 1919. Box No. 1157.

One box of reports of overseas distribution for 1918. Box No. 1160.

One box of reports of overseas freight floated for 1918. Box No. 1159.

One box of reports record of appropriations, for 1918. Box No. 1161.

One box of reports of raw materials follow up, for 1918. Box No. 1162.

One box of reports of finishing records, for 1918. Box No. 1163.

One box of reports, record and movement of cars, for 1918. Box No. 1164.

One box of reports of summary of weekly progress reports, etc., for 1918. Box No. 1167.

One box of purchase of supplies, amendment of suballotment, for 1921. File 121.4. Box No. 1074.

One-third box of cost records, M. T. C. for 1919. Box No. 1093.

One-third box of correspondence motorcycle road tests, for 1914. File 451.3-112. Box No. 1093.

One-third box of log sheet of motor vehicles, for 1919. Box No. 1093.

One box of correspondence "claim," for 1898. Box No. 1099.

One box of copies of telegrams, appointment as typist offered, for 1918. File 311.21. Box No. 1118.

One box of form A. G. O. 600, transfer of property, for 1918. Box No. 1121.

One-half box of form Q. M. C. 40, meal-ticket books, for 1917. Box No. 1143.

One box of reports tonnage and space requirements for shipments overseas, for 1918. Box No. 1249.

One-half box of abstracts of disbursements for 1905. Box No. 1087.

One-half box of account current for 1905. File 130. Box No. 1087.

One box of correspondence, property taken over from Y. M. C. A., Jewish Welfare Board, K. of C., A. L. A., equipment and buildings for 1921. File 142.1. Box No. 1208.

One box of correspondence surplus transferred for 1919. File 400.22. Box No. 1192.

One-half box of obsolete blank forms, transfer of ordnance accountability for 1917. Box No. 1151.

One-half box of blank forms office Quartermaster General, No. 733 for 1914. Box No. 1151.

One-half box of obsolete forms, Civil Service Commission, War Department, promotion, for 1892. Box No. 1153.

One-half box of instructions reissuing and purchasing of commissary supplies for 1876. Box No. 1153.

One-third box of correspondence combined abstract of day's work, Motor Transport Corps, for 1919. File 319.1. Box No. 1039.

One box of correspondence surplus nonstandard vehicles for 1919. File 451.1-7. Box No. 1046.

One-third box of reports, work on motor trucks at mechanical repair shops 1918. File 319.1. Box No. 1042.

One box of correspondence parts for auto, Motor Transport Corps for 1918. File 451.2. Box No. 1048.

One box of parts price list, G. M. C. model 16, $\frac{3}{4}$ -ton truck. Box No. 1154.

One-fourth box of daily spare parts, reports, for 1918. Box No. 1116.

One box of correspondence, disposition of gasoline drums, for 1919. File 569.4. Box No. 1065.

One box of correspondence, authorizations to purchase, for 1918. File 451 (motors). Box No. 1060.

Two boxes of reports, stock on hand at ports, for 1919. File 400.291. Box Nos. 1071 and 1072.

One box of reports, material on hand for export, for 1919. File 400.291. Box No. 1070.

Two boxes of cost reports, reports of cost of supplies, for 1922. File 121.6. Box Nos. 1077 and 1078.

One-half box of Motor Transport Corps requisitions for 1919. File 400.312. Box No. 1097.

One-half box of Quartermaster General, Division Purchase and Supplies requisitions for 1919. File 400.312. Box No. 1145.

One box of reports, requisition and order, for 1918. Box No. 1165.

One box of reports and telegrams, movement of motor truck trains, for 1918. File 319.1. Box No. 1026.

Two boxes of material transfer cards, for 1918. Box Nos. 1083 and 1100.
 One box of partial shipment notice cards, M. C. Form A. P. Box No. 1115.
 One box of registration cards, trucks, for 1918. Box No. 1120.
 One box of personnel index cards for 1918. File 201. Box No. 1096.
 One box of index cards, clothing unit, for 1918. Box No. 1158.
 One-half box of obsolete index cards for 1919. File 430.1. Box No. 1143.
 One box of stock cards for 1918. File 142.1. Box No. 1176.

WAR DEPARTMENT,
 OFFICE OF THE SURGEON GENERAL,
 Washington, November 20, 1923.

The SECRETARY OF WAR,
Office of Assistant and Chief Clerk.

1. The books and papers enumerated below now constituting a part of the records of this office are not needed or useful in the transaction of current business, and have no permanent value or historical interest. It is recommended that authority be obtained for their disposal conformably with law.

Books: Fifteen volumes, hospital fund accounts (statistical only), 1856-1864, 1865-1873, 1888, 1890-1897, 1901-1903, 1905-1907, and index; hospital fund statements, 1889-1911, 260 volumes.

Papers: Five thousand duplicate monthly educational and psychological reports (statistical only), 1918-1920; 30,000 veterinary weekly and monthly sanitary inspection reports of meat and dairy products, and of condition and diseases of animals, and shipment of animals (statistical only), 1917-1920; 11,400 veterinary statistical reports, 1922; 12,000 veterinary meat and dairy hygiene reports (statistical), 1920-1922; 8,000 veterinary sick and wounded reports (statistical), 1921-22; 27,000 veterinary hospital register cards (statistical) 1922; 300 correspondence re monthly reports of dental work (statistical), 1919; 2,000 mess reports, bakers and cooks (food statistics), 1918.

For the Surgeon General:

ROBT. U. PATTERSON,
Lieutenant Colonel, Medical Corps, Executive Officer.

JANUARY 28, 1924.

The SECRETARY OF WAR,
Assistant and Chief Clerk.

1. In supplementing letter hence dated November 20 last, the following additional papers not constituting a part of the records of this office are not needed or useful in the transaction of current business, and have no permanent value or historical interest. They were not accessible for examination at the time the letter of November 20 was submitted. It is recommended that authority be obtained for their disposal also conformably with law.

Five thousand four hundred requisitions for Medical Department supplies and correspondence relating thereto, 1899-1917. File boxes, 72.

Seven hundred and fifty requisitions for Medical Department supplies for National Guard and correspondence relating thereto, 1913-1916. File boxes, 15.

Two thousand requisitions for Medical Department supplies and routine correspondence relating thereto, 1917-1919. Drawers, 10.

One thousand three hundred memorandums (abstracts) of bids received and correspondence relating thereto, 1913-1916. File boxes, 17.

Two hundred abstracts of proposals for Medical Department supplies, 1913-1917.

Six hundred bids pertaining to the above.

Five hundred statements of allotments, 1913-1917.

Five hundred correspondence relating to the preceding four items and to the procurement of Medical Department blank forms, 1909-1917.

Two thousand daily and monthly reports of ambulance operations, 1917-1919. Drawers, 2.

For the Surgeon General:

ROBT. U. PATTERSON,
Lieutenant Colonel, Medical Corps, Executive Officer.

WAR DEPARTMENT,
OFFICE OF THE CHIEF OF ENGINEERS,
Washington, March 24, 1924.

Subject: Disposition of useless papers.
To: The Secretary of War.

In reply to War Department memorandum of February 29, 1924, relative the disposition of useless papers in executive departments, I desire to report that there is now in this office, manuscripts of annual reports of the Chief of Engineers and district engineer officers from 1917 to 1922, inclusive, and certified copies of public acts and resolutions, certified by the State Department, from 1912 to 1922, inclusive, which are not needed or useful in the transaction of current business and have no permanent value or historical interest and recommend destruction of same.

1. Manuscript of printed annual reports from 1917 to 1922. They relate to works of river and harbor improvement and other civil work activities under the Office of the Chief of Engineers.

2. Certified copies of acts and resolutions certified by the State Department. These relate to river and harbor improvement, construction of bridges, dams, etc., and having been printed in Statutes at Large, are no longer needed in this office.

LANSING H. BEACH, *Chief of Engineers.*

WAR DEPARTMENT,
OFFICE CHIEF BUREAU OF INSULAR AFFAIRS,
Washington, April 5, 1924.

To the ASSISTANT AND CHIEF CLERK, WAR DEPARTMENT.

1. A careful examination has been made of the bureau's files, in which have been found the following records pertaining to the Philippine Islands. These are no longer needed nor useful in the transaction of current business and furthermore have no permanent value or historical interest.

Exhibit 1. Statistical ledgers: Export trade statistics for years 1899 to 1914, inclusive; import trade statistics for years 1899 to 1914, inclusive; vessels entered and cleared for years 1899 to 1914, inclusive; immigration statistics for years 1899 to 1914, inclusive.

Exhibit 2. Statistical returns: Export returns for years 1899 to 1914, inclusive; import returns for years 1899 to 1914, inclusive; vessels entered and cleared for years 1899 to 1914, inclusive; immigration statistics for years 1899 to 1914, inclusive.

Exhibit 3. Miscellaneous work sheets used in preparing statistical tables for publication in the summary of commerce, 1914 and prior. Practically all statistical data contained in these ledgers and returns are published in the summaries of commerce compiled by the Bureau of Insular Affairs and the collector of customs at Manila. Originals of these statistical returns are on file at Manila.

Exhibit 4. Fiscal ledgers: Auditor's journals for the years 1899 to 1914, inclusive.

Exhibit 5. Fiscal returns: Receipts and disbursements for years 1899 to 1914, inclusive.

Exhibit 6. Miscellaneous work sheets for years 1914 and prior. Practically all data contained in these ledgers and returns are published in the various reports of the Auditor of the Philippine Islands.

Exhibit 7. Four boxes Philippine census returns for 1903. Inasmuch as the 1903 census has been superseded by the 1918 census, it is thought that these reports may be disposed of.

Exhibit 8. One case containing records of Filipino students in the United States for 1912 and prior years.

Exhibit 9. Several boxes containing duplicate requisitions of supplies purchased by the Bureau of Insular Affairs for the Philippine Government during 1919 and prior years.

2. In 1913 a large portion of the records of the United States military government in Cuba, covering the period from 1898 to 1902, were destroyed. By making a further survey of the remaining records, it is thought that further disposition of these may be made as follows:

Exhibit 10. The following bear dates of 1900 or prior years: Several cases containing records of the captain of the port of Havana. Several cases containing press-copy books with only a few letters press-copied in each book. One

case containing electrotype plates for cuts in General Wood's reports. Post office department records. Records of the department of engineers. Odds and ends of maps dating on or about the years 1898 and 1900.

3. There are also several boxes of duplicate requisitions of supplies purchased by the Bureau of Insular Affairs for the Porto Rican and Dominican Governments during 1919 and prior years. These are no longer needed nor useful, and it is therefore suggested that they be disposed of. [Exhibit 11.]

FRANK MCINTYRE, *Chief of Bureau.*

WAR DEPARTMENT,
OFFICE OF THE CHIEF OF AIR SERVICE,
Washington, April 1, 1924.

Memorandum for the Assistant and Chief Clerk.

Replying to your memorandum, dated February 29, 1924, relative to disposition of useless papers, etc., it is to be reported that the accompanying list represents samples of papers that are now obsolete, have no permanent value or historical interest, are not needed or useful in the transaction of current business. It is therefore recommended that authority be granted for the destruction of such papers.

For the Chief of Air Service.

H. R. HARMON,
Assistant Executive.

1. Cards listing prospective buyers of old material, prior to 1919.
2. Pencil memorandum notes, prior to 1919.
3. Duplicate transfer slips, prior to 1919.
4. Duplicate inspection records, prior to 1919.
5. Duplicate receiving reports, prior to 1919.
6. Old receiving lists, prior to 1918.
7. Duplicate daily inspection reports, 1918-19.
8. Duplicate bills of lading. 1918-19.
9. Duplicate tally sheets, prior to 1919.
10. Stock records cards, prior to 1919.
11. Forms showing material for sale—obsolete.
12. Old stencils—obsolete.
13. Old pencil records of travel expenses, prior to 1920.

OFFICE OF DIRECTOR OF CIVILIAN MARKSMANSHIP,
March 4, 1924.

To the ASSISTANT AND CHIEF CLERK, WAR DEPARTMENT:

The following named papers (which are inclosed herewith) cover the case of the Akron Rifle Association, which was an active organization from November, 1914, to December, 1921:

Bond, Akron Rifle Association, Charles H. Stahl, principal, to which is attached letter of November 25, 1914, from secretary of association to Chief of Ordnance first indorsement thereon, and second indorsement.

Envelopes, Nos. 1 to 9, contents as follows:

1. Property return covering period ended June 30, 1915, copy of letter from Ordnance office, letter and certificate from secretary of association.
2. Property return covering period ending December 31, 1915.
3. Property return covering period ending June 30, 1916, and War Department Ordnance Office Form No. 76.
4. Property return covering period ended December 31, 1916.
5. Property return covering period ended June 30, 1917, Form No. 19-B, and War Department Ordnance Office Form No. 76.
6. Property return covering period ended December 31, 1917, Form No. 19B, War Department Ordnance Office Form No. 76, copy of letter from secretary of association and indorsement thereon.
7. Property return covering period ended June 30, 1918, War Department Ordnance Office Form No. 76, and Form 71-A.
8. Property return covering period ended December 6, 1921, O. D. C. M. Form No. 29, letter from O. D. C. M., dated April 8, 1921, letter from O. D. C. M., dated November 25, 1921, letter from O. D. C. M., dated November 29, 1921, shipping ticket, dated December 6, 1921, letter from Edwin W. Brouse, dated December 2, 1921, letters (3) from O. D. C. M., dated December 8, 1921, letter from O. D. C. M.,

dated December 6, 1921, containing first indorsement of Ordnance Salvage Board, and War Department public Form No. 325.

9. Property return covering period ended December 31, 1922 and five shipping tickets.

As the affairs of the Akron Rifle Association, and a number of other rifle clubs, have been settled satisfactorily, all property returned to Government control or purchased, bond canceled, and all accounts closed, it is desired to dispose of the papers pertaining to such clubs as they are no longer required for reference or accountability and the space in which they are stored is needed in this office.

C. E. STODTER,
Colonel of Cavalry, Director.

THE ARMY WAR COLLEGE,
OFFICE OF THE COMMANDANT,
Washington Barracks, D. C., March 4, 1924.

Memorandum for Assistant and Chief Clerk, War Department.

Subject: Disposition of useless papers.

In compliance with your memorandum of the 29th ultimo on the above subject, the following is a list of papers on file at the Army War College which it is considered have no permanent value or historical interest and which it is desired to dispose of:

1. Duplicate copies of money vouchers of the Army War College, and correspondence connected therewith, from 1904 to 1914.
2. Miscellaneous correspondence with officers of the Army relative to translation work, dated prior to 1920.

HENRY GIBBINS,
Lieutenant Colonel, Quartermaster Corps,
Executive Officer.

MAIL AND RECORDS DIVISION, OFFICE OF THE SECRETARY OF WAR

List of papers on the files of the Mail and Record Division, office of the Secretary of War, which are not needed in the transaction of the current business, and have no permanent value or historical interest. Reported as such under the act of Congress approved February 16, 1889 (Stats. L. 25, 672.)

1. Reports of bureaus and divisions as to the advisability of a reduction in the number and size of blank forms in use. File mark: 743 E. W. D. 1893, with 49 inclosures.
2. Report of board appointed to open bids and make recommendation as to awards for miscellaneous supplies required for use during the fiscal year ending June 30, 1885. File mark: 3004 C. W. D. 1884, with 98 inclosures, and correspondence pertaining to the subject. File mark: 2802 A, 2885 C, 2969 C, 3610 C, and 4322 C, all of 1884.
3. Report of board appointed to open bids and make recommendations as to awards for stationery supplies for fiscal year 1885. File mark: 2932 C. W. D. 1884, with 71 inclosures.
4. Drafts of estimates for rent of buildings, stationery, printing, postage, and for other necessary expenses of the department for the fiscal year 1885. File mark: 4151 A. W. D. 1883, carrying 13 papers bearing other file numbers of the letter A of the year 1883, pertaining to the estimates and their 34 inclosures.
5. Names and addresses of all parties having contracts with the department and its bureaus for the fiscal year 1878. File mark: 5858 W. D. of 1878 with 15 inclosures.
6. Carbons of letters 1921 and 1922, advising writers of communications wrongly addressed to the department of the reference of such to the proper department, and carbons of indorsements of such references. Not recorded.
7. Offer to rent the building at 1512-14 H Street NW., to the War Department for office purposes. File mark: 23749, W. D. 1911 with 3 inclosures.
8. Duplicate statement from Second Auditor of the Treasury, showing expenditures from appropriation for contingencies of the military establishment fiscal year 1879. Printed as Senate Executive Document 60, Forty-sixth Congress, second session. File mark: 1215 W. D. 1880, with 4 inclosures.
9. Duplicate of reports of the Quartermaster General, Commissary General, Surgeon General, Chief of Engineers, Chief of Ordnance, Chief Signal Officer, and Chief of War Department Supply Division, detailing administrative methods employed in requisitioning and ordering of supplies other than personal. File mark: 22554 W. D. of 1910 with 130 inclosures.

10 DISPOSITION OF USELESS PAPERS IN WAR DEPARTMENT

10. Monthly reports of number of street car tickets used by department and bureaus for years 1894-1898.
11. Requests for publications, documents, charts and maps, during years 1913-1918. File mark: W. D. 062. Folders 1-4.
12. Miscellaneous correspondence, consisting of requests to occupy land; requests for placing names on list for bidders; offers of advice of all kinds; suggestions as to management; tenders of numerous inventions for use by the department, etc., years 1913-1917. File mark: 319.12. Folders 1-6.
13. Copies of lists of supplies required to be purchased for the Engineer Department, fiscal year 1913. File mark: Nos. 116, 129, 131, 132, 135 of 76628 Engineers, and 204/266 of 1913, Office of Public Buildings and Grounds.
14. Monthly report of postage stamps used by bureaus in 1874. File mark: 11118 and inclosure, 1; 11120 and inclosures, 1 to 264.
15. Memorandum showing money repaid into the Treasury by Gen. W. S. Ketcham, United States Army, from August, 1887, to December, 1870. Subject to requisition. File mark: K137.
16. Bills for printing and binding at Government Printing Office, 1881-1884. File mark: 121 C. W. D. of 1888.
17. One lot of old cards taken from temporary record cards.

REPORT OF THE SUPPLY DIVISION, WAR DEPARTMENT

- Proposals for supplies, fiscal years 1894-1916 (25 file boxes).
Requisitions for stock, stationery, and miscellaneous supplies, and carbon copies of same, fiscal years 1909-1916 (24 file boxes).
Memorandum record of stationery and miscellaneous requisitions, received fiscal years 1916-1920 (15 books).
Memorandum record of stationery and miscellaneous orders, prior to fiscal year 1916 (7 books).
Copies of orders for stationery and miscellaneous supplies, fiscal years 1913-1916 (5 packages).
Report of telephone changes and card record of telephones, fiscal years 1919-1922 (3 packages).
Daily work report of clerks, watchmen, and chauffeurs, fiscal years 1918-1922 (1 package).
Report on unserviceable property and sales, fiscal years 1895-1914 (1 package).

REPORT OF THE CIVILIAN PERSONNEL DIVISION, WAR DEPARTMENT

1. Reports and cognate papers relating to the strength of the force of civilian employees dating from January 1, 1919, to December 31, 1923 (16 packages).

REPORT OF THE SIGNAL CORPS, WAR DEPARTMENT

Having reference to the act of Congress, approved February 16, 1889, providing for the destruction of useless papers in the executive departments, you are advised that there are in this office the following papers not needed or useful in the transaction of current business and which have no permanent value or historical interest: 25,000 stock-record cards, 1920. (The information thereon has become a part of other stock records).

For the Chief Signal Officer:

C. A. SEOANE,
Lieutenant Colonel, Signal Corps.

LIBRARY OF CONGRESS,
Washington, June 2, 1924.

MY DEAR SIR: In reply to your letter of May 29, transmitting descriptive statements of files, reported by various bureaus and services of the department as not being needed or useful in the transaction of current business, which the department wishes to destroy under the terms of the Executive order of March 16, 1912, the matter has had the attention of the assistant chief of our manuscript division, who now reports that these files do not appear to have any historical value. The descriptive statements are therefore returned herewith.

Very truly yours,

HERBERT PUTNAM, *Librarian.*

To the ASSISTANT AND CHIEF CLERK, WAR DEPARTMENT,
Washington, D. C.